

# RICHMOND, VA E-NEWSLETTER

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You have subscribed to the Newsletter List of the Richmond, Virginia District Office of the U.S. Small Business Administration. Information provided to you via this newsletter may include general information regarding our Agency and its programs. It will focus primarily on events in the Richmond District Office territory, consisting of all of Virginia, except the counties of Arlington, Fairfax and Loudoun, and cities of Alexandria, Fairfax and Falls Church. If you would like specific information related to the SBA office in your area, please visit our [Local Resources page](#) and click on the state in which your business resides or will reside.

Helping small businesses  
**start, grow and succeed.**



Your Small Business Resource

## STRATEGIES FOR GROWTH

Advice for expanding your business...

### SBA/Dell video series of entrepreneurs and experts sharing their success stories

The U.S. Small Business Administration and Dell present interviews with successful entrepreneurs and experts who know how to grow a small business. Real stories and topic-specific advice will help you decide if your business is ready to grow. What does it take to be a successful entrepreneur? Access videos with the following topics at [www.sba.gov/strategiesforgrowth/](http://www.sba.gov/strategiesforgrowth/):

**P**reparing for Growth  
Expanding your business  
requires planning...

**F**ederal Contracting  
Sell to the government  
to grow your company...

**T**eam Building  
Working together  
helps growth happen...

**E**xporting Opportunities  
Expand your market  
overseas...

**T**echnology and Growth  
The right tools help your  
business grow...

**D**isaster Recovery  
After a disaster, coming back,  
growing stronger...

**M**arketing  
Research, promotion, ads,  
sales, feedback and more...

**P**rofiles of Success  
They grew their businesses,  
you can too...

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# Open Government Initiative

TRANSPARENCY ♦ PARTICIPATION ♦ COLLABORATION

## Open Government Citizen Engagement Tool

As part of the Obama Administration's Open Government Directive instructing every government agency to open its doors and its data to the American people, SBA is offering the [Open Government Citizen Engagement Tool](#). This tool allows you to provide feedback and share ideas about the development of SBA's Open Government plan. The Open Government plan will describe how SBA will improve transparency and integrate public participation and collaboration into its activities.

If you have ideas that may help the SBA formulate an effective Open Government plan, we encourage you to submit them using this tool, to read and comment on others' ideas, and vote on which ideas you feel are the most important.

Anyone can view the ideas on the site. But you must create an account and become a registered user before you can submit, comment, vote on, or flag ideas. Your participation in this dialog is voluntary. Any content you submit is in the public domain and may be reused. We also ask that in submitting ideas and commenting on those of others you remain professional and courteous and adhere to the [Terms of Participation](#).

We will not edit your ideas or comments, but they will be removed from the site by staff if they violate the [Standards of Conduct](#) given in the Terms of Participation. You must be 13 years of age or older to use the Open Government Citizen Engagement Tool.



OpenSBA  
SHARE YOUR IDEAS

**SHARE.  
DISCUSS.  
VOTE.**

**Give us *your* ideas on how we can:**

- Work better with others inside & outside the government
- Solicit feedback from the public
- Improve the availability & quality of information
- Be more innovative & efficient
- Create SBA's Open Government Plan. [Learn More...](#)

## Take Your Business Global

SBA's Office of International Trade (OIT) mission is to enhance the ability of small businesses to compete in the global marketplace; facilitate access to capital to support international trade; ensure that the interests of small business are considered and reflected in trade negotiations; and support and contribute to the U.S. Government's international agenda.

The OIT website, [www.sba.gov/aboutsba/sbaprograms/internationaltrade/index.html](http://www.sba.gov/aboutsba/sbaprograms/internationaltrade/index.html) offers information on resources that can help small businesses enter an export market or expand on their current exporting efforts.



Resources on the OIT website include:

- Information on SBA Export Loan Programs
- Breaking into the Trade Game: A Small Business Guide to Exporting
- Information about and contacts for the SBA U.S. Export Assistance Centers which are one-stop shops that provide small businesses with local export assistance. Personalized assistance is offered by professionals from the U.S. Small Business Administration, the U.S. Department of Commerce, the U.S. Export-Import Bank and other public and private organizations.

## Online Resources for Small Businesses

### Automated Business Plan Template

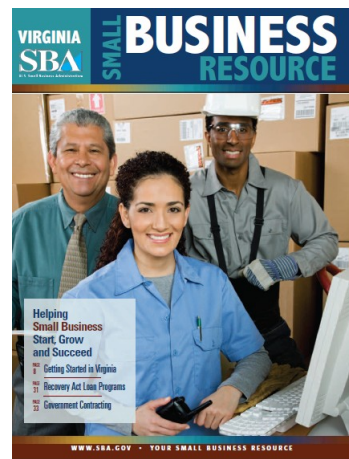
SBA offers an [automated Business Plan Template](http://web.sba.gov/busplantemplate/BizPlanStart.cfm) that is designed to help new entrepreneurs prepare a business plan. The site allows you to review and complete each section of the template. At the end of the program you will be able to generate and save a formatted business plan which can later be further modified or presented as a final product. Completing this plan is a first step to building a successful business. The template is available at <http://web.sba.gov/busplantemplate/BizPlanStart.cfm>.

To learn about what you should include in a Business Plan, Strategic Planning and Using the Business Plan, please visit

<http://www.sba.gov/smallbusinessplanner/plan/writeabusinessplan/index.html>.

### 2010 Virginia Small Business Resource Guide is available online

The [2010 Virginia Small Business Resource Guide](http://www.smallbusiness3.com/pdf/english/virginia.pdf) offers information on Starting a Business, SBA Financing Options, Government Contracting Programs, Business Advocacy and more. Visit <http://www.smallbusiness3.com/pdf/english/virginia.pdf>.



### HAVE A QUESTION?

EMAIL YOUR QUESTIONS: Our local email address is [richmond.va@sba.gov](mailto:richmond.va@sba.gov). If you are a small business owner or prospective owner located in our territory of Virginia (see page 1), please contact us if you have questions about any of our services, starting a business, or obtaining business financing.



### UPCOMING EVENTS

CALENDAR OF EVENTS: Be sure to visit our Calendar of Events area for workshops of interest to small business owners in Virginia. To get to the Calendar, go to our website (<http://www.sba.gov/va/>) and click on "Events Calendar" on the right-hand menu listing.

**SHARE THIS NEWSLETTER WITH A FRIEND** – Do you know a fellow small business owner who would benefit from the **Richmond, VA SBA Newsletter**? If so, forward it to them or direct them to the registration page at <http://web.sba.gov/list/> (scroll down and click on the box next to Richmond, VA Newsletter).

**NEW SUBSCRIBERS** – For those who have just joined the Newsletter list, be sure to read earlier newsletters in our [Archives](#).